

**SEAFORTH ELEMENTARY SCHOOL**  
**MINUTES OF PAC GENERAL MEETING**

**DATE AND TIME:**

Wednesday, April 20, 2011 at 7:00 p.m.

**EXECUTIVE PRESENT:**

Rhylin Bailie  
Zena Kwan  
Rema Sanghera  
Siva Ramesh  
Sandra Riccardi

MaryAnn Giardini  
Jennifer Mezei  
Sophie Cong  
Nandita Narayan

**EXECUTIVE ABSENT:**

Anne Einstein  
Patricia Narvez

Denise Hayhurst  
Lynn Vidler

**ALSO PRESENT:**

Wendell Hiltz, Principal

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**APPROVAL OF JANUARY 2011 MINUTES**

Motion by Jen to approve the January 19, 2011 general PAC minutes. Approved by Ann, seconded by Rhylin. All in favour, none opposed, approved.

**APPROVAL OF FEBRUARY 2011 MINUTES**

Jen reviewed the February 16, 2011 minutes and asked for a motion to approve the February 16, 2011 minutes. Approved by Ann, seconded by Rhylin. All in favour, none opposed, approved.

**INTRODUCTIONS**

Jen introduced the new principal, Wendell Hiltz and advised that he came from Brantford Elementary. Jen also advised that there was no information regarding Dorothy Joyce's return.

Jen then introduced the PAC executive members and committee chairs present at the meeting.

**PRINCIPAL'S REPORT**

- Spirit Day was a great success and thank you to Pablo and Jen and all the parents who help organize the day.
- Order forms for school and teams photos should have gone out and are due on Friday, April 29, 2011.
- Egg Toss is scheduled for tomorrow afternoon.
- Reminder that it is a long weekend with no school on Friday and Monday.
- Thanked all the PAC committees for providing a synopsis of their committee's duties.
- Northern Spirit concert was today.
- French days of music is scheduled for April 28, 2011.

- Reminder to parents that the Federal election is on May 2<sup>nd</sup> and the gym will be used for voting.
- Walk to school day is scheduled for April 26<sup>th</sup>.
- Thanked all the parents who took the time to complete the survey and he is looking forward to hearing the results.
- Thank you to all the parents who have stopped by the office to say hello.

### **SURVEY RESULTS**

MaryAnn advised that the survey went home with students the week after Spring Break and that we received 108 responses by the deadline. MaryAnn advised that there was a large spectrum of responses and the full report will be emailed on the list serve. A summary of the responses are as follows:

#### **Donation Program**

- 85% of survey responses support the donation program
- 86% of survey responses feel that \$30 is an acceptable amount
- Primary reason of support of donation program is more time efficient

#### **Hot Lunch Program – Special Interest Groups**

- 52% of survey responses support opening up hot lunch to special interest groups
- lots of comments supporting the hot lunch program
- concern regarding small portion sizes, increased costs and requesting new selections

Rishma and Jen advised that the cost of hot lunches has increased due to HST and gas and delivery charges. Rishma also advised that adding new vendors is difficult due to limitations resulting from the nutrition guidelines.

There was a discussion that parents may not know what the funds raised from hot lunch support. Jen advised that funds from hot lunch support the general PAC operating budget.

#### **Number and Prices of Hot Lunches**

- 41.5 of survey responses supported having hot lunch once a week, 41 of responses supported having hot lunch twice a month, 16.5 supported have hot lunch more than once a week and 8 supported having hot lunch once a month
- Hot lunch well run program
- Great way to raise funds for the school
- More healthy options

#### **Allocation of Fundraising Proceeds**

The top three selections for where fundraising proceeds should be allocated were:

1. Library
2. Music and Art programs and supplies
3. Computer Upgrades and Maintenance

Although the book fair brings in approximately \$4,800 for the library Wendell advised that \$4,800 is not a large amount for purchasing new books. Does not know the figure that the district gives per student.

### Capital Expenditure Priorities

The capital expenditure priority was computers.

### Survey Comments and Feedback

- summary just a sample, whole document with all feedback to be emailed to parents
- parents are not clear where \$30 donation request is being spent and does not alleviate requests for field trips etc.

Wendell responded to the comment regarding the gas line running through the school property and advised that it no longer exists.

Suggestion for the monthly updated PAC budget be included in the school newsletter.

### **CHAIR'S REPORT**

#### Process for fundraising/donation planning for next year

- PAC executive will draft a policy regarding hot lunch fundraising
- Typo on the parent social notice regarding the allocation of funds raised, the PAC has to vote on the allocation of the funds raised from the upcoming parent social

#### IT spending update and discussion

- to refresh the computers the PAC pays half the cost (\$800) and the District pays the other half. Right now the District's refresh budget has been exhausted and there are no funds available.

There was a question why we would incur such costs when we could have them refurbished cheaper or purchase new computers at a lower cost.

- every school district has different policies
- Burnaby School District requires that all computers be purchased through their suppliers
- Network has to be maintained by Burnaby staff, service agreement in place
- WIFI currently not available
- schools in the U.S. have corporate sponsorship
- elementary schools do not need to be on the server
- must use

Wendell to ascertain what the District is upgrading to and whether Seaforth's current hardware is compatible for the upgrades.

Jen suggested that the funds currently allocated to be spent towards computer refresh be deferred until we know that the District plans are.

**Motion to deferred spending funds allocated in the current budget for computer refresh until we receive additional information and can give recommendations at the PAC AGM. All in favour, approved, none opposed.**

Request that Wendell check with the teachers regarding any additional sound system requests.

### Brandy Wiebe Update

Sixty-three children did not attend, mainly in the primary grades.

### COMMITTEE REPORTS

Safe School Committee – New committee in September hopefully initiating a peer mentoring program and ways PAC can support education on bullying issues and organizing a “Pink Shirt” campaign.

Spirit Day – Thank you. Kids happy and everyone still talking about its success.

Staff Appreciation Luncheon – Date is Wednesday, May 11, 2011. Teachers requested a scaled down lunch and no raffle items.

Grade 7 Grad – No budget available and no information regarding fundraising proceeds. Cost is approximately \$5,000 and includes the year book. The lunch will be buffet style from Boston Pizza. Sports Day hot lunch order forms going out tomorrow.

Health & Nutrition Committee – Nothing to Report.

Hot Lunch Committee – Nothing to Report.

Silent Auction – Date is Friday, May 13, 2011. Deadline for the class basket donations has been extended for one week. Another notice will be sent home for purchasing tickets, please buy. Lots of items coming in for both the live and silent auction. Theme is Irish pub with pool tables, darts etc.

DPAC Report – Does not look like Spring Break will be changed to two weeks. District requested that PACs notify parents of Policy 5.45, Homophobia/Heterosexism Policy.

**CPF Report - Ask Siva to complete, couldn't hear her**

Traffic Safety Report – Nothing to Report.

### TREASURER'S REPORT

Due to time restrictions, requested a motion to have the treasurer's report deferred and sent out by email.

**Motion to deferred the treasurer's report and forward it to parents by email. All in favour, none opposed and approved.**

### NEW BUSINESS

Question from a parent regarding the PAC position on Policy 5.45 and a request to provide a forum for parents to discuss the Policy and the impact on the students.

Jen reviewed the 10 step program the District has for developing new policies. At this point the District is asking for feedback. The PAC will not be providing feedback on behalf of the parents. Parents wishing to provide feedback should do so directly to Claudio Morelli. The deadline for feedback has been extended to April 28<sup>th</sup>.

Meeting adjourned.